

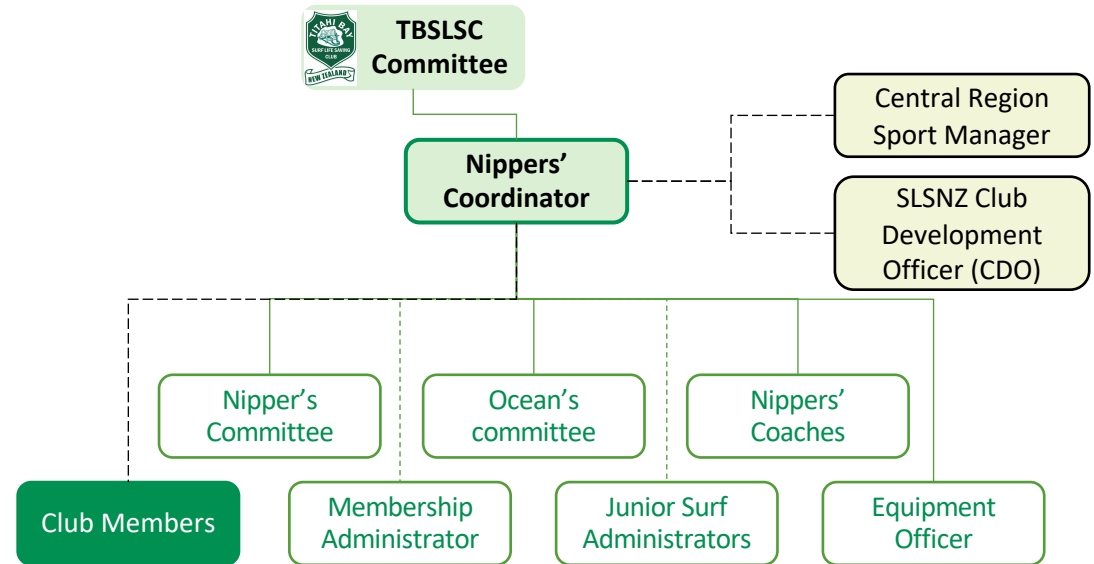
# Role Description for: **Nippers' Coordinator**

Nominated by the members of Titahi Bay Surf Life Saving Club (TBSLSC) to represent their best interests on the committee and uphold the club vision, mission, and values you will support the chairperson in championing the code of conduct. The Nippers' Coordinator is responsible for ensuring that our Nippers' programme enriches the lives of our young members by providing:

- a fun, challenging, and safe aquatic learning environment that adopts a structured and engaging learning approach
- an inclusive "Surf Family" philosophy
- opportunities for Nippers to excel by encouraging the participation in local and national competitions,
- opportunities for newly qualified lifeguards to coach and mentor our junior members at the Nippers' sessions.
- Enthusiasm to continue to stay in surf and qualify as a surf lifeguard or patrol support and explore the surf pathways.

The Nippers' Coordinator will liaise with parents and children to develop a family based culture.

## Key relationships



## Qualifications and Skills

- Can communicate effectively with all age groups.
- Have great inter-personal skills.
- Can be impartial and fair.
- Has good understanding of their role and responsibilities.
- Has knowledge of the operating environment.
- Has a good understanding of the surf lifesaving pathways and can encourage individuals to follow their chosen pathway(s).
- Attends relevant training opportunities.
- Is well organised and can delegate tasks.
- Being a qualified /refreshed Patrol Support or Lifeguard is an advantage.
- Active in the club.

### Key

- Committee role**
- Role within supporting structure
- Club Members
- External Stakeholders
- Reporting line
- - - Indicates a relationship

# Role Description for: **Nippers' Coordinator**



## **Responsibilities.**

### **General Responsibilities**

- Leads and role models a safe and healthy culture that brings all members together to support the development of lifeguards, future lifeguards, athletes, and the provision of lifeguard services.
- Report any risks or incidents to the Chair
- Create an annual Nippers' budget for committee approval
- Approve, in accordance with the budget, any expenses for the Nippers' programme.
- Contribute to the Club's Annual Calendar.
- Inform Lifesaving Co-ordinator of new members that require lifeguard training. Refer potential new members to appropriate coordinator.

### **Nippers' programme**

- Is responsible for delivering the Nippers' programme in accordance to the SLSNZ Junior Surf Programme in a way that engages Junior Members and their families using fun and interesting surf and beach activities.
- Ensures that the nipper arena is operated as a safe aquatic environment and meets the requirements as required of the health and safety policies and practices of TBSLSC and SLSNZ.
- Work with the nipper coaches to develop their coaching plan for the session
- Encourage coaches to do development and coaching courses via SLNZ
- Create an agreed plan for each year for the Nippers' programme that includes support for Nippers to progress to lifeguards and/or surf athletes.

### **Competitions**

- Co-ordinate club involvement in local, regional, and national Surf Lifesaving Sport carnivals
- Facilitate and support the involvement of Junior members and their families who want to develop their competitive Surf Sport skills.

### **Communications and engagement.**

- Be available to negotiate and mediate any nipper area issues where required
- Manage the relationship and communication channels between parents and coaches
- Maintain the 'Titahi bay SLSC Nippers' and 'Oceans' Facebook pages as a tool for communicating with athletes and their families

### **Safety**

- Ensure that the Nippers program complies with the club's Child protection policy.
- Ensure that coaches and assistant coaches over the age of 18 have been police vetted and that they have completed the SLSNZ Safeguarding Children online module.
- Ensure SiteDocs is completed before each Nipper and Ocean's training session.

### **Membership**

- Work with the Membership Administrator to resolve any membership discrepancies.
- Work with the Lifesaving Co-ordinator about the transition of Nippers to becoming Surf Lifeguards.

### **Fundraising**

- Oversee fundraising activities, develop a fundraising plan, and ensure funds are spent in accordance to the plan.

### **Other**

- Delegate but remain accountable for any of the above duties
- Undertake any other activities as required by the Committee.